

**CURRENT VACANCIES as of**  
***January 2015***  
**For COMMISSIONER-APPOINTED**  
**BOARDS, COMMITTEES & COMMISSIONS**

The Charles County Commissioners are seeking County residents to fill vacancies on the following  
Boards, Committees & Commissions:

- Adult Public Guardianship Review Board
- Alarm Review Board
- Animal Matters Hearing Board
- Area Council on Aging
- Board of Appeals (**Deadline for Applications is January 15, 2015**)
- Cable Advisory Commission
- Charles County Tax Assessment Appeal Board
- Commission on Individuals with Disabilities
- Heritage Commission
- Homeowner's Association Dispute Review Board
- Library Board of Trustees
- Planning Commission (**Deadline for Applications is January 15, 2015**)
- Sheriff Disability Review Board
- Maryland State Highway Administration Task Force **Newly Formed**
- Wicomico Scenic River Commission

Applications are available on the Charles County Government website at <http://www.charlescounty.org/apps/citizenadvisory/public/enterApplication.jsp> or by contacting Carol DeSoto, Commissioner Specialist at 301-645-0691 or e-mail [desotoc@charlescountymd.gov](mailto:desotoc@charlescountymd.gov). *A separate application must be submitted for each membership to which you wish to apply.*

**POSITIONS REMAIN OPEN UNTIL FILLED**

There are 4 vacancies on the 11-member **Adult Public Guardianship Review Board**; 1 from each of the following specifications: Physician Member; Registered Pharmacist; Attorney; Health Department Psychiatrist; Non-Profit Social Services Organization Representative. The Board provides impartial oversight of the care and services provided for the individuals under public guardianship, reviews the current status of health and welfare of these persons, and makes recommendations as to whether guardianship should be continued as established, modified, or terminated. The Board meets twice a year and as needed for emergency situations. Members serve 4 year terms.

There are 2 vacancies on the **Alarm Review Board** for an Alarm User from the Public at Large and a Local Alarm Business Representative. The Board was established by Ordinance No. 98-48 to encourage alarm users and alarm businesses to maintain operational reliability and to properly use alarm systems to reduce/or eliminate false alarm dispatch requests. The Alarm Review Board will conduct periodic reviews of false alarm records and formal hearings to consider evidence presented by interested parties regarding appeals from fines and/or other charges relating to installation or operation of an alarm system. The Board meets as needed.

There is 1 vacancy on the 9 member **Animal Matters Hearing Board** for one Humane Society Representative. The task of the Animal Matters Hearing Board is to hear and decide, upon receipt of a written complaint or request from a person receiving a violation notice, to conduct a public hearing after due notice to determine whether violations of these regulations have occurred and whether a person subject to an order of the Board has complied with that order. The Board meets on the 1<sup>st</sup> and 3<sup>rd</sup> Tuesday of each month at 6:30pm. Members serve 4-year terms.

There are 5 vacancies on the **Area Council on Aging** for citizen members (1 from the senior community over the age of 60); Members serve 4-year terms. The Council promotes the welfare and betterment of senior citizens of Charles County by working actively and cooperatively within the community; develops awareness and understanding of problems and concerns; and develops community support for programs designed to benefit and support the senior citizen population. The Council meets monthly on the second Thursday at the Richard Clark Center at 9:30 am.

There are 2 vacancies on the 6-member **Board of Appeals** for At Large Members. The members are "citizen planners" as they are chosen from all walks of life and typically do not have any formal training prior to their appointment. The Board hears appeals of decisions made by the Planning Commission, requests for approval of special exceptions, and requests for approval of variances. The Board members receive a stipend. Meetings are the second and fourth Tuesday of each month at 7pm. **All applicants must complete the State of Maryland online training course for Planning Commission/Board of Appeals members. You will find this online course at: <http://planning.maryland.gov/YourPart/EducationWelcome.shtml> In order for your application to be considered you must complete this online course and send a copy of your certificate of completion, along with a completed application by January 15, 2015.**

There is 1 vacancy for a Citizen Representative on the **Cable Advisory Commission** for a 4 year term. The Commission invites, receives and evaluates applications for franchises; holds public and administrative hearings in order to make recommendations to the Board of County Commissioners; encourages the use of access channels among the widest range of institutions, groups, and individuals within the County; audits all franchise records as necessary or appropriate; retains experts and consultants to assist in its work; conducts periodic evaluations of cable systems; reports matters relating to cable systems and cable operators; reviews and recommends regulations relating to cable systems and cable operators; and seeks to resolve disagreements among franchisees, subscribers and public and private users of system facilities. The Board meets on an as needed basis.

The County Commissioners are seeking persons interested in Commissioner-nomination for the Governor's consideration for membership on the **Charles County Tax Assessment Appeal Board**. The Board hears appeals from Charles County property owners who disagree with the values assessed by the State Department of Assessments and Taxation, and appeals concerning local tax credits, local taxes, and other local tax matters. The Board meets approximately 1 to 2 times per month on Wednesdays. Terms are 5 years. Those interested in nomination must contact the Clerk to the County Commissioners to obtain an *Office of the Governor Request for Appointment Consideration Biographical Information Form*.

There are 5 vacancies on the **Commission on Individuals with Disabilities**. This board provides the Charles County Commissioners with advice, information and assistance with the Americans with Disabilities Act, to increase social acceptance and ensure full participation of individuals with disabilities in the many facets of County life. Meetings are held on the 3<sup>rd</sup> Monday of every month at 3pm at County Government building in the office of the Safety Officer.

There are vacancies on the **Heritage Commission** for citizen members. The task of the Heritage Commission is to manage, procure, preserve and disseminate materials relating to the local history of Charles County. Members serve 4-year terms.

There are 2 vacancies on the seven-member **Homeowners' Association Dispute Review Board**, which meets as needed to hear and resolve disputes between a homeowners' association and a homeowner regarding the covenants or restrictions of the homeowners' association. The vacancies are for a resident involved in housing development and real estate sales and investor-owners of units in common ownership communities. The Board meets as needed in the evenings at the County Government Building. Members serve three year terms.

There are 2 vacancies on the **Library Board of Trustees**. The vacancies are for citizen members. The task of the Board is to deal with all aspects of the library, including services, staff, rules and regulations and other functions for the proper delivery of library services. The Board meets on the first Thursday of each month at 8:00 a.m. at least ten months a year. Members serve four year terms.

There are 2 openings for the **Newly Formed Maryland State Highway Administration (SHA) Task Force**. SHA has initiated the concept development phase for the *MD 625 Hughesville Community Safety and Enhancement Project*. This task force will help the project development team identify local concerns and issues with regard to potential improvement concepts. The task force will serve in an advisory role to SHA, which has the ultimate responsibility for making decisions on the project. Meetings will be held every other month for a total of no more than 5 meetings at a location TBD near the Hughesville area.

There are 3 vacancies on the 7-member **Planning Commission** for a 4-year term. The members are "citizen planners" as they are chosen from all walks of life. As such, formal planning experience or training is not required. The Planning Commission is involved in the drafting and implementation of the Comprehensive Plan, makes recommendations on re-zoning requests and is the approval authority for subdivision of property in the County. The Board members receive a stipend. Meetings are held twice monthly on Monday evenings at 6:00 pm. **All applicants must complete the State of Maryland online training course for Planning Commission/Board of Appeals members. You will find this online course at: <http://planning.maryland.gov/YourPart/EducationWelcome.shtml> In order for your application to be considered you must complete this online course and send a copy of your certificate of completion, along with a completed application by January 15, 2015.**

There are vacancies on the **Sheriff Disability Review Board** for a Doctor, an Attorney and a Citizen member. This Board is tasked with accepting and reviewing applications in accordance with the Sheriff Disability Pension Plan and making a determination as to the extent of disability and benefit payment in accordance with the Plan. The Board meets only when applications are received. Members serve four-year terms.

There are 3 vacancies on the 7 member **Wicomico Scenic River Commission** for a Shoreline Property Owner, a Non-shoreline Property Owner, and a Property Owner in a soil conservation district through which the scenic or wild river flows. The Commission represents the interests of the Wicomico Scenic River and its watershed in Charles and St. Mary's Counties in an advisory capacity for review of proposals and information and act as a watchdog for the watershed. Members serve 4-year terms. Meetings are held on the 4<sup>th</sup> Monday of the month at 7:00pm at Dentsville EMS.